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25 to 29 January 1999
Item 1 of the provisional agenda

ORGANIZATIONAL MATTERS

Provisional agenda, annotations, list of documents and work plan

Note by the Executive Board secretariat

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PROVISIONAL AGENDA

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UNDP segment

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Item 12. Major areas of concerted action for 1999

ANNOTATIONS AND LIST OF DOCUMENTS

ITEM 1. ORGANIZATIONAL MATTERS

Election of the Bureau

Immediately following the opening of the session, the Executive Board will elect a new Bureau consisting of a President and four Vice-Presidents, taking into account the need to ensure equitable geographical representation. According to the established pattern of rotation of posts among the various regional groups, the President of the Executive Board for 1999 should be elected from among the Board members of the group of the Asian and Pacific States.

The Executive Board will have before it the following documents:

Provisional agenda, annotations, list of documents and work plan — DP/1999/L.1

Following the election of the Bureau, the Executive Board will adopt the agenda for the session and agree on the work plan. A tentative work plan is contained in the annex to the present note. In accordance with its past practice, should the Board complete consideration of an item before an indicated date or time, it may move immediately to the next item on its work schedule.

Report on the third regular session 1998 — DP/1999/1

The Executive Board will have before it, for its approval, the report on its third regular session 1998.

Decisions adopted by the Executive Board in 1998 — DP/1999/2

A compilation of decisions adopted by the Executive Board in 1998 is made available in this document.

Annual work plan 1999 for the UNDP/UNFPA Executive Board — DP/1999/CRP.1

In accordance with decision 96/25, the draft work plan was presented at the third regular session 1998 of the Executive Board. It has been updated to reflect decisions made at that session. The proposed work plan, which is now presented for adoption by the Board, includes an outline of priority issues for UNDP and UNFPA and an indication of the session at which the issues may be examined by the Board, taking into account relevant prior decisions and the Board's request to focus deliberations at each session.

UNDP/UNFPA SEGMENT

ITEM 2: RECOMMENDATIONS OF THE BOARD OF AUDITORS

The Executive Board may wish to take note of the following documents:

Updated overview of implementation of recommendations of the Board of Auditors, including an updated timetable (97/3)	DP/1999/3
Updated overview of implementation of recommendations of the Board of Auditors	DP/FPA/1999/2

In accordance with Executive Board decisions 97/2 and 97/3, the Administrator of UNDP and the Executive Director of UNFPA will present an updated overview of measures they have taken to implement the recommendations of the Board of Auditors for the biennium ending 31 December 1997.

UNDP SEGMENT

ITEM 3: PROGRESS REPORT ON UNDP 2001

Progress report on implementation of change management	DP/1999/CRP.2

The conference room paper provides an update on the progress of key change management-related initiatives approved by the Executive Board in its decision 97/15. The challenges of sustaining the efforts made so far in implementing the UNDP 2001 decisions and the lessons learned from the process are the main focus of the report. The paper also highlights the areas in which progress has not been achieved as quickly as anticipated. The paper explains the reasons for the delays, together with the efforts of UNDP to overcome difficulties.

ITEM 4: COUNTRY COOPERATION FRAMEWORKS AND RELATED MATTERS

The Executive Board will have before it the following document:

Follow-up to decision 98/19 on successor programming arrangements	DP/1999/CRP.3

In its decision 98/19, the Executive Board confirmed the application of the various financial parameters of decision 95/23 for the years 2000-2001. Application of the resources distribution methodology gives rise, however, to some issues that require review by the Executive Board. The conference room paper responds to the request in decision 98/19 for a detailed analysis of the various scenarios outlined in paragraphs 91-97 of document DP/1998/34, including the full cost implications for both Governments and UNDP of maintaining offices in net contributor countries (NCCs); the implications for the resident coordinator system and for the additional services relating to United Nations system representation provided by UNDP offices in NCCs; and an analysis of the

proposal made in paragraph 96 of document DP/1998/34 to take NCCs out of the target for resource assignment from the core (TRAC) calculation model and to manage and monitor that category as a separate group of programme countries. The conference room paper also reports on possible implications for the programming arrangements resulting from the assessment of the pilot phase of the United Nations Development Assistance Framework and ways to improve the flexibility in the allocations of TRAC-2 resources. The Board is called upon to take a decision concerning the issues contained in the document.

The Executive Board may wish to approve the following country cooperation frameworks:

I

First country cooperation framework for Kenya	DP/CCF/KEN/1
First country cooperation framework for Madagascar	DP/CCF/MAG/1
First country cooperation framework for Niger	DP/CCF/NER/1

II

First country cooperation framework for Tajikistan	DP/CCF/TAJ/1

III

First country cooperation framework for Suriname	DP/CCF/SUR/1

ITEM 5: INFORMATION AND COMMUNICATION STRATEGY

Presentation on key areas of communication needs	Oral report

In accordance with decision 98/15, an oral presentation will be made to the Executive Board to outline, within the UNDP corporate communication and advocacy strategy, the key areas that will respond to current communication needs. The oral report will be followed by an official report to the Board at its annual session 1999 on a plan of action to implement the key areas outlined at the current session.

ITEM 6: SPECIAL FUNDS AND PROGRAMMES

The Executive Board will have before it the following document:

Report on activities of the Global Environment Facility, Montreal Protocol, the Office to Combat Desertification and Drought (UNSO) and the United Nations Revolving Fund for Natural Resources Exploration (92/2)	DP/1999/4

UNDP work in environment and natural resource management is carried out through core programme activities, which are complemented by trust-funded programmes. Among these are the Global Environment Facility, the Multilateral Fund for the Montreal Protocol, the Office to Combat Desertification and Drought (UNSO) and the United Nations Revolving Fund for Natural Resource Exploration. This report provides a brief background on each of the trust-funded programmes and covers recent programme developments, resource allocations, and results and impacts for each programme. It also summarizes some general lessons learned and the contributions of the programmes to the overall goals of UNDP.

ITEM 7: RESOURCE MOBILIZATION

The Executive Board will have before it the following document:

Follow-up to decision 98/23 on UNDP funding strategy	DP/1999/CRP.4

As requested in decision 98/23, the conference room paper presents a conceptual framework relating to the implementation of the multi-year funding framework. The framework reflects the commitment of UNDP to provide an approach that will focus on the achievement of results through the alignment of available resources with core programme objectives.

ITEM 8: FINANCIAL, BUDGETARY AND ADMINISTRATIVE MATTERS

The Executive Board will have before it the following document:

UNDP financial risk management; review of operational reserve	DP/1999/5

The report contains an analysis of the risk situation of the operational reserve and presents an assessment of the financial risks faced by UNDP. It presents a review of financial management concepts, including liquidity, working capital, and reserves for regular resources as well as for other resources. The Administrator outlines his approach to determining appropriate levels for each. In so doing, he notes his intention to revise the formula for the calculation of the operational reserve for regular resources and to establish a reserve for other resources. The Administrator requests the Executive Board to note these actions and to support the establishment of the reserve for other resources funded from extrabudgetary funds.

ITEM 9: FIELD VISITS

The Executive Board will have before it the following documents:

Report on the field visit to Bangladesh	DP/1998/CRP.13
Report on the field visit to Tunisia and Lebanon	DP/1998/CRP.14
Report on the field visit to South Africa	DP/1998/CRP.15

The documents contain the reports of the visits made by members of the Executive Board in 1998 to Bangladesh, Tunisia and Lebanon, and South Africa.

UNFPA SEGMENT

ITEM 10: COUNTRY PROGRAMMES AND RELATED MATTERS

The Executive Board may wish to approve the following country programmes:

Assistance to the Government of Burundi	DP/FPA/BDI/4
Assistance to the Government of Madagascar	DP/FPA/MDG/4

ITEM 11: OTHER MATTERS

Coordinating Committee on Health	Oral report

The Executive Board is called upon to approve the representative of the Western Europe and Other States group to serve on the WHO/UNICEF/UNFPA Coordinating Committee on Health for a one-year term.

JOINT MEETING OF THE UNDP/UNFPA, UNICEF AND WFP EXECUTIVE BOARDS

ITEM 12: MAJOR AREAS OF CONCERTED ACTION FOR 1999

As requested at the third regular session 1998 of the Executive Board, the UNDP/UNFPA and UNICEF Executive Boards will hold a joint meeting on the afternoon of 25 January 1999, to which members of the Bureau of the WFP Executive Board are invited. The purpose of the joint meeting is to provide information and to have a dialogue on key areas for concerted action in 1999 as identified by the Executive Heads of the United Nations Development Group and to brief the Boards on further work that has been accomplished on the harmonization of budgets of UNICEF, UNDP and UNFPA. In accordance with decision 1998/2 of the UNICEF Executive Board, the joint meeting of the Executive Boards will have before it the following documents:

Harmonization of budgets of UNDP/UNFPA/UNICEF	DP/1999/6 DP/FPA/1999/1 E/ICEF/1999/AB/L.2
ACABQ report on harmonization of budgets	DP/1999/7 DP/FPA/1999/3 E/ICEF/1999/AB/L.4

TENTATIVE WORK PLAN
EXECUTIVE BOARD OF UNDP/UNFPA
FIRST REGULAR SESSION 1999
(25 TO 29 JANUARY 1999)

DAY/DATE	TIME	ITEM	SUBJECT
MONDAY 25 JAN	A.M.	1	Organizational matters: elections of the Bureau; agenda and work plan; report on the third regular session 1998; Executive Board work plan 1999
		10	UNFPA: Country programmes and related matters
	P.M.	12	Joint meeting of the Executive Boards of UNDP/UNFPA, UNICEF and WFP: "Major areas of concerted action for 1999"
TUESDAY 26 JAN	A.M.	2	UNDP/UNFPA: Recommendations of the Board of Auditors
		3	UNDP 2001: Progress report on implementation of change management
	P.M.	7	UNDP: Resource mobilization: Follow-up to decision 98/23
WEDNESDAY 27 JAN	A.M.	4	UNDP: Country cooperation frameworks and related matters - Follow-up to decision 98/19 on successor programming arrangements
	P.M.	4	UNDP: Country cooperation frameworks and related matters (continued) - Country cooperation frameworks
THURSDAY 28 JAN	A.M.	5	UNDP: Information and communication strategy
	P.M.	6	UNDP: Special funds and programmes
FRIDAY 29 JAN	A.M.	8	UNDP: Financial, budgetary and administrative matters
	P.M.	9	Field visits: Report on 1998 field visits
		11	Other matters: Coordinating Committee on Health
			Draft decisions